CITY OF WHITEWATER PLAN AND ARCHITECTURAL REVIEW COMMISSION Whitewater Municipal Building Community Room October 13, 2014

ABSTRACTS/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL ACTIONS OF THE PLAN AND ARCHITECTURAL REVIEW COMMISSION

Call to order and roll call.

Chairperson Meyer called the meeting of the Plan and Architectural Review Commission to order at 6:30 p.m.

Present: Greg Meyer, Lynn Binnie, Karen Coburn, Kristine Zaballos, Bruce Parker, John Tanis (Alternate). Absent: Sherry Stanek, Daniel Comfort. Others: Wallace McDonell (City Attorney), Chris Munz-Pritchard (City Planner).

Hearing of Citizen Comments. There were no citizen comments.

Approval of the Plan Commission Minutes. Moved by Binnie and Coburn to approve the minutes of July 14, 2014. Motion approved by unanimous voice vote. The Plan Commission minutes of August 11, 2014 were not available.

Review proposed Certified Survey Map to combine lots and readjust lot line at 515 E. Milwaukee Street for Michael Foelker. City Planner Chris Munz-Pritchard explained that Mike Foelker had requested a variance, which also combined lots. She requested him to do a certified survey map not realizing it had to come to Plan Commission for review. It is much more thorough to have the change go on record as a certified survey map instead of a quit claim deed.

Moved by Parker and seconded by Tanis to approve the certified survey map for 515 E. Milwaukee Street for Mike Foelker. Aye: Parker, Tanis, Zaballos, Coburn, Binnie, Meyer. No: None. Motion approved.

Review a proposed mini storage facility to be located at 1002 S. Janesville Street (W9144 STH 59) for Larry Matthews. Warren Hansen, of Farris Hansen and Associates, representing Larry Matthews and Jay Savignac for this proposal. The property is approximately 2½ acres on the south side of the City of Whitewater just past the Highway 12 bypass and across from the golf course. The buildings will be attractive warehouse style buildings with metal siding, all non-combustibles. There will be a gated controlled access to the property off the west side of Highway 59. The whole site will be fenced in for controlled access. The stormwater management facility will be on the north end of the site. There will be storm drains under the buildings that collect and go to the stormwater management facility. There will be lighting on the buildings so all alley ways and access would be lit. All the corridors between the buildings will be able to be seen from the highway. There will be maintenance free plantings at the end of each building. There are pines and evergreens northeast of the buildings. They have allowed plenty of snow storage area. This site was used for a stormwater basin as part of an industrial

area that has been remediated. The existing creek is dry most of the time. They will be putting in a row of solar collectors along the berm on the north side of the property. The site topography is graded to drain. They have a stormwater management plan. There is canary grass in the northeast corner of the property and some wetland plants. They will be having someone come in to do a wetland delineation to verify it. If there is wetland, they will shorten the basin and discharge into the stream. Hansen stated that the zoning is proper for this project. The green space is 34% and the building area is 28%. The building will be light stone in color with royal blue doors and trim. The roof will be galvanized aluminum with a pitch of 1 to 12 instead of 3 to 12.

Chairperson Meyer opened for public comment. There were no comments. Chairperson Meyer closed the public comment.

Plan Commission members voiced concerns: canary grass is extremely invasive, can you get rid of it to keep it from reseeding itself?; the U.W Extension Office put out a publication on eradication, Zaballos will send it to City Planner Chris Munz-Pritchard to get it to the applicant; does the development have its own sign and location for the business?; the security camera is in the City right-of-way; impervious surface; large trees.

Warren Hansen stated that they will be removing the soil and putting it back. The warehouses will have a 5 foot by 6 foot sign on a light pole. The security camera will be moved onto private property. Jay Savignac explained that the solar panels would be 24 inches by 48 inches mounted 36 inches off the ground. Warren Hansen asked if it would be possible to extend the time frame to put the water extension in for the fire hydrants.

Plan Commission Member Binnie asked why this proposal came to the Plan Commission – for more than one principal structure on a lot?

City Planner Chris Munz-Pritchard explained that yes, the reason it came to the Plan Commission was for more than one principal structure on a lot. This is just what we want here. She said she would contact the Fire Department about putting off the water extension for a period of time. The plans have been sent to the City Engineer.

Moved by Binnie and seconded by Zaballos to approve the proposed mini storage facility on S. Janesville Street subject to the City Planner recommendations and to allow flexibility on recommendation #1 if allowed by the Fire Department. Ayes: Binnie, Zaballos, Tanis, Parker, Meyer, Coburn. No: None. Motion approved.

Plan Commission Member Parker asked if the applicant would be willing to put street trees in. Jay Savignac said they didn't object to putting the trees in, but wanted to know who would be responsible for them. Parker stated that the City Forester takes care of the trees in the right-of-way. The Plan Commission has had developers put trees in the right-of-way in the past. The City would maintain them.

Moved by Parker and Coburn to amend the motion to add at least 5 trees on the street side of the wrought iron fence and to work it out with the City Forester. Ayes: Parker, Coburn, Binnie, Tanis, Meyer, Zaballos. No: None. Motion approved.

Public hearing for a conditional use permit to allow for a 5 unit townhouse style residential apartment building in an R-3 (Multi-family) Zoning District located at 1014 W. Main Street for Ryan Hughes. Chairperson Meyer opened the public hearing for consideration of a conditional use permit to allow for a 5 unit townhouse style residential apartment building in an R-3 (Multi-family) Zoning District located at 1014 W. Main Street for Ryan Hughes.

Ryan Hughes explained that he is proposing a 5 unit townhouse style (4 bedrooms, 2 baths per unit), private garages and 16 parking stalls. The unit facing Main Street will be the ADA unit. The sidewalk will slant to avoid the steps. (The second phase of the project, he is proposing 4 additional units. He wanted the Plan Commission to see the whole project conceptually.) Hughes is looking to start phase 1 immediately with completion in mid August 2015. In 2015 he plans to come back with phase 2, the 4 additional units. He is challenging the Plan Commission to re-evaluate the R-3A Zoning classification prior to him coming back with the 4 unit proposal. Phase 1, the five unit building, the density is 6.7 units per acre. With the additional 4 units, the density is 12.1 units per acre. Hughes also noted a couple errors on the landscape plan. In the notes, #3 the shredded hardwood mulch rings are to be 4 feet in diameter instead of 4 inches. And the perennials on the north side of the building along the driveway, it was noted a quantity of 15 of each, but should be changed to a mix of perennials planted 3 feet apart. Hughes noted that one of the City Planner's recommendations was to have the existing building removed prior to starting construction. We Energies is out over 30 days to get a gas line terminated. Hughes would ultimately like to get the building down before year end, but would like to change the requirement at least to year end or hold the occupancy permit for finishing grade work. He would also like credit for 3 lots as far as fees.

Plan Commission Members voiced concerns: suggested by the end of January the existing building be torn down; how much impervious surface; what trees are being removed; how much is the Plan Commission making a decision on at this meeting; why is this a conditional use, because it is over 4 units?; it is not over 40 feet tall; was the plan reviewed by the Fire Department, Building Inspector, City Engineer, City Forester?; is the drainage designed for phase 1 and phase 2?; traffic pattern.

Ryan Hughes stated that the certified survey map shows the existing trees. There are safety issues with some of the existing trees. The insurance company would require them to be removed. The design has 5 units which is much different from the original proposal. Each unit is 650 sq. ft. has 4 bedrooms. In phase 1, 5 units in an R-3 Zoning District, 25 people would be allowed.

Chairperson Meyer opened the hearing for public comment. There were no comments. Chairperson Meyer closed the public comment.

City Planner Chris Munz-Pritchard explained that a conditional use is required because the proposal is over 4 units; the plans were reviewed by the Building Inspector and she sent it to the City Engineer. She did not know if the plan was reviewed by the Fire Department or the City Forester. Munz-Pritchard also noted that the proposal has under 40% impervious surface. But if they do the second phase, the project will need mitigation for impervious surface. City Planner Munz-Pritchard clarified that the Plan Commission is only considering phase 1 at this meeting. She suggested that the existing structure be required to be torn down prior to granting occupancy, not allowing occupancy until all is taken care of. Hughes stated that he would take the occupancy requirement, even though his goal is to have it down by the end of the year.

Moved by Binnie and seconded by Zaballos to approve the conditional use permit to allow for a 5 unit townhouse style residential apartment building in an R-3 (Multi-family) Zoning District located at 1014 W. Main Street for Ryan Hughes subject to the City Planner recommendations and amending recommendation #2 to specify that the current building be removed prior to occupancy approval. The project is also subject to review by the Fire Department, City Forester and City Engineer. (See attached Conditional Use Permit.) Ayes: Binnie, Zaballos, Tanis, Parker, Meyer, Coburn. No: None. Motion approved.

Public hearing for consideration of a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area: 280 S. Janesville Street (Tax ID #/CL 00059) for Camery Management, LLC. (Mike Kachel). Public hearing to be opened with the following item.

Public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District, to allow for 5 unrelated persons per unit to live in the house located at 280 S. Janesville Street for Camery Management, LLC. (Mike Kachel). Chairperson Meyer opened the public hearing for both the consideration of a change in the District Zoning Map to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater and the public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District to allow for 5 unrelated persons to live in the house located at 280 S. Janesville Street (Tax ID# /CL 00059) for Camery Management, LLC. (Mike Kachel).

Mike Kachel explained that this is a larger 2 story home with 4 existing bedrooms. The 4 bedrooms are upstairs with a full bath. The den on the first floor is to be changed to a bedroom in the future. He would be creating a 5th bedroom. This room has two windows and a door. There is a 2 car garage and there is a shared driveway agreement from 2003 with the property next door for an access easement. There is room to park 5 vehicles with 2 in the garage, 2 spaces in the driveway by the garage and the other vehicle to parallel park next to the house. The driveway is 81 feet long, 60 feet from the garage to the front porch. The driveway is paved.

There were no public comments. Chairperson Meyer closed the public hearing.

Moved by Binnie and seconded by Tanis to recommend to the City Council to impose the R-2A Residential Overlay District Zoning Classification on the property located at 280 S. Janesville

Street (Tax ID # /CL 00059) for Five Reds Management, LLC. (Mike Kachel). Ayes: Binnie, Tanis, Parker, Meyer, Zaballos, Coburn. No: None. Motion approved.

Moved by Parker and seconded by Coburn to approve the conditional use permit to allow 5 unrelated persons to live in the house located at 280 S. Janesville Street for Camery Management, LLC. (Mike Kachel), contingent on the City Council approving the R-2A Overlay Zoning. (See attached Conditional Use Permit.) Ayes: Parker, Coburn, Binnie, Tanis, Meyer, Zaballos. No: None. Motion approved.

Public hearing for consideration of a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area: 731 W. Peck Street (Tax ID #/CL 00078) for Five Reds Management, LLC. (Mike Kachel). Public hearing to be opened with the following item.

Public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District, to allow for 4 unrelated persons to live in the house located at 731 W. Peck Street (Tax ID #/CL 00078) for Five Reds Management, LLC. (Mike Kachel). Chairperson Meyer opened the public hearing for both the consideration of a change in the District Zoning Map to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater and the public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District to allow for 4 unrelated persons to live in the house located at 731 W. Peck Street (Tax ID #/CL 00078) for Five Reds Management, LLC. (Mike Kachel).

Mike Kachel explained that the home has three nice sized bedrooms and a smaller 4th bedroom, and one and a half bathrooms. There is a large two car garage. There will be no structural changes, just a fourth occupant.

Plan Commission Member Binnie asked if there was room for parking. Mike Kachel stated that they can park three vehicles wide in the driveway without including the garage.

Chairperson Meyer opened for public comment. There were no comments. Chairperson Meyer closed the public comment.

Moved by Binnie and seconded by Tanis to recommend to the City Council to impose the R-2A Residential Overlay District Zoning Classification on the property located at 731 W. Peck Street (Tax ID #/CL 00078) for Five Reds Management, LLC. (Mike Kachel). Ayes: Binnie, Tanis, Parker, Meyer, Zaballos, Coburn. No: None. Motion approved.

Moved by Binnie and seconded by Parker to approve the conditional use permit to allow 4 unrelated persons to live in the house located at 731 W. Peck Street for Five Reds Management, LLC. (Mike Kachel), contingent on the City Council approving the R-2A Overlay Zoning. (See attached Conditional Use Permit.) Ayes: Binnie, Parker, Tanis, Meyer, Zaballos, Coburn. No: None. Motion approved.

Public hearing for consideration of a change of the Zoning Ordinance regulations, to enact proposed amendments to the City of Whitewater Municipal Code Title 19, by: Amending the Official Flood Plain Regulation Maps for Jefferson County in Whitewater Municipal Code Section 19.46.010 1.5(2)(aa). City Planner Chris Munz-Pritchard explained that this is an amendment to the map numbers so our ordinance reflects the current information for the updated Official Flood Plain Regulation Maps for the Jefferson County portion of the City of Whitewater.

City Attorney McDonell added that the maps get updated periodically. The City has to reflect the new information as far as the floodplain so everyone has the opportunity to get flood insurance.

Chairperson Meyer opened for public comment. There were none. Chairperson Meyer closed the public comment.

Moved by Meyer and seconded by Tanis to approve the amendments to the Zoning Ordinance regulations for the Official Flood Plain Regulation Maps for Jefferson County in the Whitewater Municipal Code Section 19.46.010 1.5(2)(aa). Ayes: Meyer, Tanis, Parker, Zaballos, Coburn, Binnie. No: None. Motion approved.

Informational Items: There were no informational items.

Future agenda items: City Planner Chris Munz-Pritchard explained that she had compiled a packet of information in regard to reviewing the New Zoning Code. The packet includes examples of codes in other municipalities regarding the requested topics. This will be on the November Plan Commission agenda for review.

Next regular Plan Commission meeting – November 10, 2014.

Moved by Tanis and seconded by Coburn to adjourn the meeting. Motion approved by unanimous voice vote. The meeting adjourned at approximately 7:30 p.m.

Chairperson Greg Meyer	



Neighborhood Services Department

Planning, Zoning, Code Enforcement, GIS and Building Inspections

www.whitewater-wi.gov Telephone: (262) 473-0540

CONDITIONAL USE PERMIT

Plan Commission Meeting Date: October 13, 2014

Real Estate Property Owner: Campus Edge Apartments, LLC.

Applicant: Ryan Hughes

Property ID Number: /WUP 00173, /WUP 00173A, /WUP 00173B

Property Address: 1014 W. Main Street Whitewater, WI 53190

REGARDING: An approval for a conditional use permit (CUP) to allow for a five unit townhouse style residential apartment building in an R-2 (Multi-family) Zoning District at 1014 W. Main Street for Ryan Hughes.

Approved subject to the following conditions:

- 1. The current building proposal is at 40% impervious surface. When the future apartment units are added storm water Mitigation for the increased impervious surface must be addressed in addition to obtaining a Conditional Use Permit for the new structure.
- 2. The current building must be removed. The removal includes the foundation and utility laterals. The area that the current building is located at must be graded and filled to match the surrounding grade. The building removal and grade work must be completed prior to occupancy approval.

3.	The applicant shall comply w	ith all required local, state and federal code	es.
Ch	ris Munz-Pritchard	Date	
Ne	ighborhood Services Director	/ City Planner	



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CONDITIONAL USE PERMIT

Plan Commission Meeting Date: October 13, 2014

Real Estate Property Owner: Camery Management LLC.

Applicant: Mike Kachel Property ID Number: /CL 00059

Property Address: 280 S. Janesville Street Whitewater, WI 53190

REGARDING: A conditional approval of a conditional use permit (CUP) in an R-2A Overlay Zoning District, to allow for 5 unrelated persons to live in the house located at 280 S. Janesville Street.

Approved subject to the following conditions:

1. Approval contingent upo	n City Council approval of the R-2A Overlay Zon	Council approval of the R-2A Overlay Zoning.	
Chris Munz-Pritchard	 Date		
Neighborhood Services Director/City Planner			



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CONDITIONAL USE PERMIT

Plan Commission Meeting Date: October 13, 2014

Real Estate Property Owner: Five Reds Management LLC.

Applicant: Mike Kachel Property ID Number: /CL 00078

Property Address: 731 W. Peck Street Whitewater, WI 53190

REGARDING: A conditional approval of a conditional use permit (CUP) in an R-2A Overlay Zoning District, to allow for 4 unrelated persons to live in the house located at 731 W. Peck Street.

Approved subject to the following conditions:

1. Approval contingent upo	n City Council approval of the R-2A Overlay Zoning.	y Zoning.
Chris Munz-Pritchard	 Date	
Neighborhood Services Director/City Planner		